

ITEM	12
MANAGER'S REPORT NO.	38
COUNCIL MEETING	1979 05 14

RE: LETTER FROM NEWPORT ENTERPRISES LTD. WHICH APPEARED ON THE
 AGENDA FOR THE 1979 MAY 07 MEETING OF COUNCIL (ITEM 5f)
 SUBDIVISION REFERENCE #31/79

Appearing on last week's agenda was a letter from Mr. Jim Ennis of Newport Enterprises Ltd. regarding the length of time that is required by staff to process an application for development of a site on Kingsway.

Following is a report from the Director of Planning on comments expressed by Mr. Ennis in his correspondence. As requested by Council, the report also includes information on the processing of applications in terms of what can be done to reduce the amount of time that they remain in the system.

RECOMMENDATION:

1. THAT the recommendation of the Director of Planning be adopted.

* * * * *

PLANNING DEPARTMENT
 1979 May 09

TO: MUNICIPAL MANAGER
 FROM: DIRECTOR OF PLANNING
 SUBJECT: NEWPORT ENTERPRISES LTD.
 PROPERTY CONSOLIDATION: 6641 Kingsway
 Lots 4,5, and 6, Block 8, D.L. 96, Plan 1194
 SUBDIVISION REFERENCE # 31/79

RECOMMENDATION:

1. THAT a copy of this report be sent to Mr. J. Ennis, Newport Enterprises Ltd., #204 - 9395 - 120th Street, Delta, B.C. V4C 6S1.

REPORT

Appearing on the 1979 May 07 Council agenda was a letter from Mr. Jim Ennis of Newport Enterprises Ltd. concerning his firm's application for Preliminary Plan Approval and site consolidation at 6641 Kingsway.

An application for Preliminary Plan Approval has been made for the development of this site, and at the time of application the applicant was advised that it would be necessary to effect a consolidation of the three properties which make up the new development site.

ITEM	12
MANAGER'S REPORT NO.	38
COUNCIL MEETING	1979 05 14

NEWPORT ENTERPRISES LTD.
 PROPERTY CONSOLIDATION: 6641 Kingsway
 1979 May 09 - Page 2

Prior to approval of a subdivision plan to create the new consolidated parcel, applications are circulated to the Engineering, Environmental Health, and Parks and Recreation Departments, and to the B.C. Hydro and Power Authority for technical comment and servicing estimates, as required. Upon receipt of information sufficient for the purpose of establishing conditions governing the subdivision, a letter of Tentative Approval is issued by the Approving Officer. The normal time period for circulation, examination and response by other departments and agencies, and issuance of tentative approval is six to eight weeks, dependent on the complexity and technical ramifications of a given proposal. Applicants for subdivision or consolidation are customarily advised of this normal processing period at the time of application.

With reference to the present case, the proposed consolidation was circulated on 1979 April 20, and favorable responses have been returned by two departments. To date the technical replies from the Engineering Department and B.C. Hydro have not been received; however, the Engineering Department has advised Mr. Darryl Horton of Newport Enterprises Ltd. of certain storm sewer problems that seem to exist and Engineering staff are actively pursuing further work to obtain a solution that will minimize the cost and impact on this consolidation.

By way of clarification, it would appear that a misunderstanding has occurred in that Mr. Ennis understood on May 01 that an additional eight weeks would be required. This is not the case, as staff at that time advised that the full process (from date of application) normally takes up to eight weeks. This point has been explained subsequently to Mr. Ennis and understanding seems to exist.

The time period involved in simple property consolidations is a matter of concern to staff as well. Total processing time is mainly determined by the technical examination/comment/estimating function in connection with engineering services. While it would be difficult to justify, in fairness, assigning a higher priority to one subdivision application in preference to others already in process, it may be possible for the technical departments involved to expedite those simple, straight-forward consolidations which require only nominal checking and processing, as distinguished from subdivision applications which will undoubtedly require layout and system design decisions, extensive estimating activity, etc.

In order to arrive at some means of speeding up the processing of such simple consolidations, the Planning Department will undertake to discuss with the other departments and agencies involved in subdivision approval the best way to expedite their handling. The objective will be to implement some procedure whereby straight-forward consolidations for development purposes can be "fast tracked" to avoid delays while technical engineering matters in other more complex subdivisions are being processed.

With specific reference to Newport Enterprises' application, the matter is well in hand and we expect to receive the technical information necessary for tentative approval very shortly.

This is for the information of Council.


 A. L. PARR
 DIRECTOR OF PLANNING

DGS:lf
 cc: Municipal Engineer
 Chief Public Health Inspector
 Parks and Recreation Administrator